

INTER-OFFICE MEMORANDUM

Office of Accounts and Control

TO: Chief Financial Officers

DATE: January 4, 2010

FROM: Marc Leonetti
State Controller

SUBJECT: DECREASE IN MILEAGE REIMBURSEMENT RATE
CFO 10-08

Effective **January 1, 2010**, the rate used to reimburse State employees for use of their personally owned vehicles on state business has been decreased from \$0.55 per mile to **\$0.50** per mile. Please note that the State reimbursement rate is adjusted according to the rate set by the federal General Services Administration (GSA). The GSA has recently adjusted their rate to the Internal Revenue Service rate of **\$0.50** per mile.

This rate should also be used to reimburse volunteers who use their own vehicles on state business.

All in-state reimbursement forms have been revised to reflect the change.